

MEMPHIS AREA TRANSIT AUTHORITY

1370 Levee Road
Memphis, TN 38108
Telephone: 901-722-7100 www.matatransit.com

MINUTES OF 4/26/18 ITEM I

Gary J. Rosenfeld
Chief Executive Officer
Board of Commissioners

Sean Healy, Chairman

Andre Gibson, Vice Chairman

Commissioners

Kristen Bland
Roquita Coleman-Williams
Martin Lipinski
Janice Holder

Tommy Pacello
John C. Vergos
Shelia Williams

AGENDA
for the
Regular Meeting of the MATA Board of Commissioners
Thursday, April 26, 2018
3:30p.m.

- | | | |
|------|--|------------|
| I. | Call to Order | Sean Healy |
| II. | Board Roll Call | Sean Healy |
| III. | Approval of March 27, 2018 Board Meeting Minutes | Sean Healy |
| IV. | CEO Report <ul style="list-style-type: none">• Gary J. Rosenfeld | Sean Healy |
| V. | Consent Agenda Items <ul style="list-style-type: none">a) Resolution Authorizing the Disposal of Surplus/ Obsolete Parts and Equipment – Res. No. 18-15b) Resolution to Approve Disposal of Surplus Vehicles – Res. No. 18-16c) Resolution to Continue a Transit FastPass Assistance Program – Res. No. 18-17 | Sean Healy |
| VI. | Finance Agenda Items
None | Sean Healy |
| VII. | Service and Development Agenda Items <ul style="list-style-type: none">a) Resolution to Award a Contract to Precise Contract Concrete Works, LLC dba Precise Contracting for the Section 5310 Curb Ramp Improvement Project – Res. No. 18-18 | Sean Healy |

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- b) Resolution to Award a Contract Under the Section 5310
Program to Mid-South Bus Center for the Purchase of Seven
Side-Loading and Three Rear-Loading Wheelchair-Accessible
Vans – Res. No. 18-19

VIII.	Financial Report	Bernhard Rudolph
IX.	Speaker Acknowledgement	Lawson Albritton
X.	Old/New Business	Sean Healy
XI.	Adjournment	Sean Healy

CALL TO ORDER: A regular meeting of the MATA Board of Commissioners was called to order by Vice-Chairman Andre Gibson at 3:30 p.m. on Tuesday March 27, 2018 at 1370 Levee Road Board Room.

BOARD ROLL CALL:

Present: Vice Chairman Andre Gibson
Commissioners: Martin Lipinski; Shelia Williams; Tommy Pacello; Janice Holder

Absent: Roquita Coleman-Williams; Chairman Sean Healy; John Vergos; Kristen Bland

Quorum: Yes

Staff: Lawson Albritton, Senior Administrative Officer; Anthony Amos, Compliance Manager; Elizabeth Anderson, MCIL; Linda Eskridge, Board Secretary; Monica Ellington, Director of Operations; Nicole Lacey, Chief Communications Officer; John Lancaster, Director of Planning & Scheduling; Maury Miles, Director of Grants/Procurement; Alvin Pearson, Chief Operations Officer; Gary Rosenfeld, Chief Executive Officer; Bernhard Rudolph, Chief Financial Officer

Guests: ADA Nicole Bowen, PCA MATApplus; Kenneth Bond, Citizens for Better Services; Suzanne Carlson, Innovate Memphis; Racquel Collins, MBRU; Christina Clift, MCIL; Justin Davis, MBRU; Allison Donald, MCIL; Mattie Eaton, Bobbie Fields, MCIL; Kenya Hooks, City of Memphis; Charles Johnson, MBRU; James Johnson, Small Planet Works; Johnnie Mosley, Citizens for Better Services; Wayne Risher, Commercial Appeal; Betty Robinson, MBRU; Jordan Smith, Memphis MPO; Tim Wheat, MCIL

Ms. Eskridge, Board Secretary, welcomed all guests and staff to the March 27, 2018 Board of Commissioners Meeting. Ms. Eskridge encouraged everyone to visit the MATA website for updates on Board Meeting changes. Mr. Albritton, Speaker Facilitators asked anyone that wish to speak to turn in a speaker card, and they will be called on at the appropriate time on the Agenda. He reminded the speakers that the MATA Board is a policy-making Board. Department Issues or grievances will be referred to the department in question. All speaker will have three minutes to speak.

Vice-Chairman Gibson called for approval of the February 27, 2018 Regular Board Meeting Minutes. Mr. Lipinski moved for approval of the Board Minutes and Ms. Williams seconded the motion. The February 27, 2018 minutes were unanimously approved.

Mr. Rosenfeld took this opportunity to welcome MATA's new Board Member, Ms. Janice Holder.

Mr. Gibson moved to the Action Items due to some Board Members needing to leave early.

Consent Agenda Items

- a. Resolution to Authorize the Purchase of Discounted Passes for AGAPE's Transportation Pilot Proposal – Res. No. 18-09

- b. Resolution to Authorize Free Bus Fares During the MLK 50th Commemoration Day – Res. No. 18-10
- c. Resolution to Accept the Transfer of 18 Transit Buses from the Antelope Valley Transit Authority – Res. No. 18-11

Mr. Gibson asked if there was any discussion or any need to move an item from the consent agenda. Mr. Lipinski only asked what size are the buses that MATA will receive from Antelope Valley. Mr. Rosenfeld stated they are 40ft. buses. Mr. Lipinski moved that the Consent Agenda Items be approved. Ms. Williams seconded the motion. **Resolution Nos. 18-09; 18-10; and 18-11 were unanimously approved.**

Finance Agenda Items

- a. Resolution to Award a Contract to Freeland Automotive to Purchase Three SUV Service Vehicles – Res. No. 18-12

Mr. Rosenfeld presented this resolution to the MATA Board. These three vehicles are to replace Field Supervisor vehicles. This is a purchase off the State Procurement Contract, as we did not do the procurement in house, but conferred with the State office and have added the necessary clauses to make this FTA compliant to the purchase order. Mr. Gibson stated that he imagines that MATA is taking advantage of the state pricing. Mr. Rosenfeld stated that the state pricing is very advantageous to MATA. Mr. Lipinski moved this resolution to the floor for further discussion. Ms. Williams seconded the motion. **Resolution No. 18-12 was unanimously approved.**

Service and Development Items

- a. Resolution to Approve April 2018 Service Changes -Res. No. 18-13

Mr. Lancaster, Director of Planning and Scheduling presented this resolution to the MATA Board. Mr. Lancaster stated that about twice a year or every six months we try to implement our proposed service changes to make improvements to our route system. These changes will go into effect April 29, 2018. The proposed set of changes were made available for public comments through Daily News, Tri-State Defender, and the La Prensa Latina, and posted on MATA's website and at Transit centers. Public meetings were held on March 6-8, 2018 to allow citizens the opportunity to submit comments in addition to the normal comment period. All comments were reviewed and considered. Because of the comments received, MATA made two revisions to the service change proposal that was originally published. Ms. Williams suggested having Customer Service Appreciate Day to help bring the public out and make them more aware of the route changes that will be going into effect. Mr. Rosenfeld stated that we would certainly put this on MATA's to-do list. Schedule and routing changes are consistent with recommendations from the adopted Transit plan. Mr. Pacello asked if MATA is adding capacity to other routes besides Shelby Farms. Mr. Lancaster stated we are not adding capacity to any other route. A Title VI Analysis was conducted as required by FTA for both the West Memphis and the Memphis service. In all cases it was below the standards. Staff is asking the Board to adopt what was originally proposed except for the discontinuing Saturday service on the 38 Boxtown and the two trips on the 42 Crosstown. Mr. Pacello moved that the resolution be put on the floor for discussion. Ms. Williams seconded the motion. Mr. Pacello asked if we had a ballpark figure of what the cut would save.

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Mr. Lancaster stated about 3% of our cost today. Mr. Pacello asked looking at the Transit Vision work that is underway now, how would the values and some of the models being proposed compare to some of the changes being made on our route list. Once that app is adopted, future route changes will be made according to that route. Mr. Gibson asked what do the elimination of trips do for the frequency of those routes. Mr. Lancaster stated that it will decrease the frequency dramatically but there were no comments on this. Mr. Johnnie Mosley requested to speak on this item.

Mr. Johnnie Mosley, Chairman of Citizens for Better Services – Mr. Mosley thanked MATA's administration for what we do. Mr. Mosely thanked administration for making the challenging decisions that they must make. Though it is in the best interest of the authority and its ridership and sometimes we will have our differences, nor are they going to agree with everything that MATA is going to do, but they appreciate MATA. As the son of a garbage man, and how his father marched in 1968, he appreciates the fact of MATA is even looking into the possibility or looking at people being able to ride buses free on April 3-5, 2018. Mr. Mosley's concern is as it has always been and that is for people to be able to get to work and to better jobs, be able to take care of their families, go to the grocery store, and to church. And if we continue this method of cutting bus service or just cutting trips, then we are going to find out that a lot of people is going to find themselves "in the Mississippi River" and we don't want people to not be able to do all the basic rights of our country, but be able to enjoy that life, liberty and the pursuit of happiness. We don't want to continue to see people going to MIFA for help, CSA to get their utility bills paid, or the unemployment line, because they can't get to work. What we need to do is find ways to help those who need our help. We want to show this entire country that Memphis is on the move and it is going to take all of us as the spotlight shine on Memphis on this 50th Celebration Anniversary of Dr. Martin Luther King, Jr. He feels if we work together we can show Memphis that we are not in the same place we were 50 years ago.

b. Resolution to Approve Service Funded by Shelby County Government to Shelby Farms – Res. No. 18-14

Mr. Rosenfeld, CEO, presented this resolution to the MATA Board. Shelby County is providing funding for Saturday service for part of the year to go from Hudson Transit Center to Shelby Farms for recreational opportunities on weekends. This is a great first step in having Shelby County provide some funding to MATA, which we hope to capitalize on in the future for other reasons and other services. Mr. Pacello moved that the resolution be put on the floor for discussion. Ms. Williams seconded the motion. Mr. Lipinski asked what frequencies are on this route. Mr. Lancaster stated hourly headways are about 9:00 or 10:00am until about 500pm on Saturdays only. It is not express from downtown. Mr. Rosenfeld stated in terms of working with Shelby Farms and the county, we will work on some marketing of the program and some opportunities for recreation out there. **Resolution No. 18-14 was unanimously approved.**

Presentation – Cole Harpingarner, Transpro Consulting, This is a Public Management Consultant Firm, primarily working with public transit agencies and municipalities across the country. They are working on a Wave of Customer Satisfaction Surveys with MATA customer. Earlier this month they surveyed more than 400 MATA customers across all the routes at various times of the day and days of the week to accomplish three primary goals: 1) To get a snapshot of demographics and usage characteristics of our customers and how they receive information.

2) To understand how customers believe MATA is performing in several critical areas that we are providing service; and 3) What are the most key areas to our customers. The presentation showed a brief snapshot of what they gathered from the 400+ customers that were surveyed. Two thirds of our customers are using the bus at least five days a week, which is consistent with other transit agencies. 52% of our customers use the service primarily to get to and from work, which is also consistent with the national average. Then comes leisure and recreation, followed by education. 54% are identify as males. When it comes to receiving information, most customers would like to receive information as printed collateral that they can see such as signs on the bus, at the bus stops or at the transit centers, some even said word of mouth from other customers or bus drivers. Net Promoter Score is measurement of word-of-mouth favorability. Net Promoter Score = % Promoters – Detractors. Transit Agencies averages around 31% NPS. The Four most important things to our customers are: hours of operation; frequency of service; bus cleanliness; and travel time. Mr. Pacello asked if MATA has a sense of where we are on addressing some of the issues presented in the presentation. Mr. Rosenfeld stated it's been an agency goal to improve OTP, and it is improving from 40-45% range to 75% OTP. Mr. Rosenfeld stated that we need to be looking at adding more service rather than cutting service. Cleaning procedures of the buses need to be reviewed. Mr. Pearson is working on putting operators through a Customer Service Program. Mr. Rosenfeld stated that we hope to have all the operators trained completed within the next 45 to 60 days. Mr. Gibson asked if there a way that we can quantify areas that need services but are not getting it or has had it cut and identify those areas and have the service returned to that area. Mr. Rosenfeld stated that the 3.0 process will help us determine some of this. Mr. Rosenfeld stated that we need to address all other service quality related issues, but until we put more service in the street, we will continue to have problems.

Ms. Christina Clift, MCIL commented on this item. She stated that as she was listening to this wonderful report that Transpro put together, she is a little disappointed as it left out a great population of people that MATA serves, which are individuals that utilize the paratransit service. The numbers reflected what fixed route riders did as far as she can tell. MATApplus riders have some of those same areas that could be measured as with fixed route. The question was why was MATApplus left out of this service and do MATA plan to do a survey to get that same great data on that branch of service. Mr. Pacello asked is there a way we can look at the immediate plans for MATApplus or are we picking that up in other ways? Mr. Rosenfeld stated that we will get with consultants to see what has been done with other agencies. Mr. Pacello also asked if that is within our current contract with Transpro to continue to do a regular check in. Mr. Rosenfeld stated that the contract can be modified, but the goal would be to continue a to-be-determined frequency based on budgetary constraints. Mr. Rosenfeld stated that this presentation will be done at the Mayor's Dashboard Review for other departments of the city to see what was pulled together. Mr. Pacello moved that we recommendations be approved. Mr. Lipinski seconded the motion and the Transpro presentation recommendations were unanimously approved.

CEO Report

Gary Rosenfeld

- Mr. Rosenfeld recognized MATA's new employee, Fred Durham, IT Specialist II to MATA.
- Staff continues to work closely with Memphis 3.0 Team during the Transit Vision coming up with the final map.

Mr. Jared Walker was in town on March 1-2, 2018 and we met with the planning staff and city staff and some stakeholders to get an understanding of where the changes need to be made. Since then we have received the final draft of the final map of which we have until Friday March 30, 2018 for last minute changes before final production.

- MATA conducted three Public Meetings and although the attendance was low, the participation from attendees was good.
- Mr. Rosenfeld, Mr. Pearson and Ms. Lacey spent some time in Nashville meeting with the Shelby County Delegation. This was part of the Annual TPTA day on the Hill followed by the TPTA visit to Washington, DC two days after the Day on the Hill Conference. Ms. Lacey attended the event in Washington on behalf of MATA because Mr. Rosenfeld's presence was needed in Memphis for the OP54 Review by the FTA on the trolley system.
- Trolley 234 will arrive in Memphis today (3/27/18). We have one more to get here before setting a date for service.
- Mr. Victor Wiley has been promoted to Chief of Safety and Security for MATA. He comes to MATA from Florida and has done an excellent job on the trolley. We had some impressive performance on Victor's part as we prepare the trolley system to open and we have the new FTA requirements for a safety plan for the bus system.
- Mr. Rosenfeld allowed employees to enjoy a cookout on March 23, 2018. This began last year in the spring, summer and fall. Mr. Rosenfeld thanked the staff who helped prepare this and get it all together. Patti Champion in Payroll again took home the prize for the best cookies.
- 20 bus operators had better than 90% OTP; three operators with 90% in Trolley; and 22 MATApplus operators with over 90% all in Feb. 2018. Mr. Pacello asked whether we acknowledge operators on their route. Mr. Rosenfeld stated no but is a good idea. Mr. Pearson stated that it would have to be with a plaque because they do not drive the same bus every day.
- Performance Indicators: Boardings continue to see a downward national trend; however, fixed route was close. Most of our drop is in the Trolley area, with the difference between running on Main Street and not running on Main Street while getting the track ready. MATApplus had an increase year over year.
- OTP: 74% fixed route compared to 71% last year; 80% Trolley; 90% MATApplus
- Passenger Complaints per 100,000 Boardings: 33.6 fixed route; 14.6 Trolley; MATApplus number is a skewed number because it is per 100% Boardings and they only have about 14,000 boardings on a monthly basis. Mr. Lipinski asked whether we have any analysis on why complaints increased. Mr. Rosenfeld stated he feel it is due to better tracking and better recording of complaints. Mileage between chargeable road calls are up, which is good. Trolley and MATApplus did well. Preventable accidents continue to be great.
- Mr. Rosenfeld gave an update on his upcoming monthly meetings.

FINANCIAL REPORT

Bernhard Rudolph, CFO

February 2018

Through the eight months ending in February revenue was unfavorable by \$2.3MM and the actual expenses were also unfavorable by \$2M, primarily attributable to expenditures for Trolley, Central Station Collaborative, and Bus Maintenance. MATA did get approval in February from the City of Memphis for Bridge Funding and drew down \$3.5MM the end of March. MATA was informed that we would not receive rail apportionments in FY 2018 but did receive over \$1MM. Passenger fares are unfavorable compared to last year and Trolley fares are down as well. This completed the Financial Report.

SPEAKERS

- 1) **Allison Donald, MCIL** – Ms. Donald read a letter addressed to MATA's CEO, Gary Rosenfeld from MCIL as well as all the riders with MATApplus. This letter was addressing trip denials and MATA phone system problems when calling for reservations. MCIL also received 18 similar complaints from MATApplus riders. As a result, MCIL has launched a campaign to educate riders on what trip denial is and to discover how prevalent this practice has become. Trip denial is a form of capacity constraints, a form of discrimination, and is illegal under the Americans with Disabilities Act. Ms. Donald gave the definition of capacity constraints. The MCIL reaffirms its commitment to work with MATA in advocating for a quality transportation system that works for all riders. As part of that commitment, MCIL would like to join with MATA in advocating for additional funding from Federal, State and City leaders. Increased funding is essential in MATA's efforts to continue to improve service. MCIL and the disability community is concerned that MATA views our role as adversarial, in fact, we all want the best public transit system for our community. We wish to make clear our role and commitment to those goals. The ADA and the Civil Rights of MATA patrons cannot and will not continue to be ignored in creating the transportation system that we all work for. We invite MATA's Board of Commissioners, management and staff to join us as we talk with our City Councils, Mayors and riders about the need for increased funding in the development of a system that works for all under the Memphis 3.0 plan.
- 2) **Mr. Tim Wheat, MCIL** – On behalf of Mattie Eaton who had to leave before she received and opportunity to speak. Mr. Wheat stated that Ms. Eaton stated that she appreciates MATApplus as it is her only means of transportation. She stated that she has a problem getting into the system to make her appointments. Recently she was put on hold for 15 mins. and eventually the phone hung up and she was not able to make her reservation. She stated that she called around 12:00 noon and left her appointment with Mr. Gregory last Saturday. She then called around 2:00p.m and spoke to Ms. Brenda and she stated that she was sorry, but she did not have an available ride for the past Monday. We are all part of this environment and I wish to be treated fairly.
- 3) **Deborah Carter, MACCD** – Ms. Carter thanked the Board for allowing them to have their voices heard. Ms. Carter stated that she is VP of Memphis Advisory Council for Citizens with Disabilities. She is also the Chairperson of the Transportation Committee which is a committee of that organization. She is also an intermittent MATApplus rider.

She has been denied trips a couple of times over the past three weeks. Ms. Carter also experienced being on hold from the 16th caller to the 9th caller only to find that the voicemail was full. As a part of the Transportation Committee with MACCD, we are attempting to develop a working and cooperative relationship with MATA so that the transportation system for all citizens can do what it is supposed to, particularly for persons with disabilities. Because access to affordable and consistent transportation impacts not only the independence of people with disabilities but is also impacts the quality of life and the ability of persons with disabilities to fully participate in Memphis' society. We welcome the opportunity to have a voice and a say in making the transportation system in Memphis the best for all citizens.

OLD/NEW BUSINESS

Mr. Lipinski asked about the status of the Citizens Advisory Committee. Mr. Rosenfeld stated that we must redefine what the objectives are so that it is not a free-for-all in terms of how information is shared. Also, one of the goals of the committee was supposed to be getting information out into the community and we learned that it was a one-way street.

MATA's next scheduled Board of Commissioners Meeting is Thursday April 26, 2018 in the Board Room at 1370 Levee Road.

After no other business to come before the Board, Acting Chair Martin Lipinski adjourned the meeting.



Mr. Andre Gibson, Vice Chairman

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MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS

RESOLUTION NO. 18-15

RESOLUTION AUTHORIZING THE DISPOSAL OF SURPLUS/OBSOLETE PARTS
AND EQUIPMENT

WHEREAS, The Memphis Area Transit Authority (MATA) has surplus/obsolete parts and equipment that are no longer useful to the Authority listed in Exhibit A; and

WHEREAS, It is in the best interest of MATA to dispose of said parts and equipment; and

WHEREAS, Said parts and equipment shall be disposed by vendor credit, written bids, electronic bids, trade-in, FTA transfer, negotiated sale price or by public auction; and

WHEREAS, If MATA is unsuccessful in disposing of said parts and equipment in the manner stated above, then they may be sold as scrap or discarded; and

WHEREAS, Staff recommends that personnel employed by Mid-South Transportation Management, Inc. or First Transit, Inc. not be permitted to bid on any of the items sold by MATA.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That the CEO is hereby authorized to dispose of the aforementioned surplus/obsolete parts and equipment, by vendor credit, written bids, electronic bids, trade-in, FTA transfer, negotiated sale price or by public auction.

BE IT FURTHER RESOLVED That personnel employed by Mid-South Transportation Management, Inc. or First Transit, Inc. are not permitted to bid on any of the items sold by MATA.

BE IT FURTHER RESOLVED That if the aforementioned methods of disposing of said parts and equipment are unsuccessful, they may be sold as scrap or discarded.

Res. No. 18-15

Motion: **Made By: Tommy Pacello** **SECONDED: Ms. Williams**

YEA: **Sean Healy; Andre Gibson; John Vergos; Shelia Williams; Martin Lipinski; Tommy Pacello; Janice Holder; Roquita Williams**

NAY: **None**

Approved: **April 26, 2018**

Absent: **Kristen Bland**

MEMPHIS AREA TRANSIT AUTHORITY

BOARD OF COMMISSIONERS

RESOLUTION NO. 18-16

**RESOLUTION TO APPROVE DISPOSAL OF SURPLUS VEHICLES AND APPROVAL
FOR THREE 2010 GILLIG BUSES TO BE REBUILT**

WHEREAS, In accordance with the Federal Transit Administration's 20% spare ratio policy, grantees' active fixed-route bus fleets cannot exceed 20% of the number of buses used in the peak period; and

WHEREAS, The peak period requirement for the Memphis Area Transit Authority (MATA) will be 89 fixed-route buses effective April 29, 2018 which allows MATA to have 106 buses in the active fixed-route fleet; and

WHEREAS, MATA has six 2002 40' Novabus buses and three 2003 40' Gillig buses that have met their useful service life as shown on Exhibit A and/or are fully depreciated; and

WHEREAS, MATA has five 2004 60' Neoplan buses that have not met their useful service life as shown on Exhibit A and will require approval from the Federal Transit Administration (FTA) before MATA can dispose of them; and

WHEREAS, MATA has leased a 1998 40' Novabus to St. Patrick Community Outreach, Inc. since 2012 and a 2000 40' Novabus to LeMoyne Owen College since 2013; and

WHEREAS, Both leased buses have met their useful service life and are fully depreciated and MATA plans to notify the two lessors that we plan to dispose of the buses; and

WHEREAS, MATA also has the following service vehicles that have met their useful service life and/or are fully depreciated: one 1991 Chevrolet pickup truck; one 2006 Ford van and two 2011 VPG vans; and

WHEREAS, It is in the best interest of MATA to dispose of said vehicles which have met their useful service life in accordance with the disposal procedures in MATA's Procurement Manual; and

WHEREAS, MATA will seek approval from FTA to dispose of the five 2004 60' Neoplan buses and once their approval is received, said buses will be disposed in accordance with the disposal procedures in MATA's Procurement Manual; and

WHEREAS, If MATA is unsuccessful in disposing of said vehicles in the manner stated above, then they may be donated to a public non-profit organization or disposed of accordingly; and

WHEREAS, MATA has two 2010 40' Gillig buses that have met their useful service life as shown on Exhibit B and/or are fully depreciated and are eligible to be rebuilt for future revenue service by MATA's contractor; and

WHEREAS, MATA has one 2010 40' Gillig bus that is nearing its useful service life and full depreciation as shown on Exhibit B and will become eligible to be rebuilt for future revenue service by MATA's contractor once it has reached or exceeded 500,000 miles.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That the Purchasing Department is hereby authorized to dispose of the aforementioned vehicles listed in Exhibit A in accordance with disposal procedures in MATA's Procurement Manual.

BE IT FURTHER RESOLVED That disposal of the five 2004 60' Neoplan buses is contingent upon receiving approval from FTA.

BE IT FURTHER RESOLVED That if the aforementioned method of disposing of the vehicles is unsuccessful, they may be donated to a public non-profit organization or disposed of accordingly.

BE IT FURTHER RESOLVED That the three 2010 40' Gillig buses shown on Exhibit B are approved to be rebuilt for future revenue service by MATA's contractor with one being contingent upon reaching or exceeding 500,000 miles.

Res. No. 18-16

Motion: **Made By: Tommy Pacello** **SECONDED: Ms. Williams**

YEA: **Sean Healy; Andre Gibson; John Vergos; Shelia Williams; Martin Lipinski; Tommy Pacello; Janice Holder; Roquita Williams**

NAY: **None**

Approved: **April 26, 2018**

Absent: **Kristen Bland**

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EXHIBIT A

VEHICLES TO BE DISPOSED

Truck 13 – 1991 Chevrolet Pickup – Mileage 90,135
Van 108 – 2011 VPG – Mileage 178,874
Van 109 – 2011 VPG – Mileage 155,486
Van 122 – 2006 Ford – Mileage 265,774
Bus 406 – 2003 40' Gillig – Mileage 549,506
Bus 408 – 2003 40' Gillig – Mileage 517,908
Bus 410 – 2003 40' Gillig – Mileage 523,838
Bus 501 – 2004 60' Neoplan – Mileage 285,167*
Bus 502 – 2004 60' Neoplan – Mileage 267,737*
Bus 504 – 2004 60' Neoplan – Mileage 282,841*
Bus 506 – 2004 60' Neoplan – Mileage 269,382*
Bus 507 – 2004 60' Neoplan – Mileage 259,993*
Bus 809 – 1998 40' Novabus – Mileage 560,222 (leased)
Bus 850 – 2000 40' Novabus – Mileage 610,010 (leased)
Bus 893 – 2002 40' NovaBus – Mileage 743,003
Bus 902 – 2002 40' NovaBus – Mileage 807,860
Bus 910 – 2002 40' NovaBus – Mileage 683,964
Bus 916 – 2002 40' NovaBus – Mileage 625,443
Bus 927 – 2002 40' NovaBus – Mileage 742,535
Bus 928 – 2002 40' NovaBus – Mileage 628,210
Bus 4001 – 2010 40' Gillig – Mileage 522,523

* Requires FTA approval before MATA can dispose of vehicle

EXHIBIT B

VEHICLES TO BE REBUILT

Bus 425 – 2010 40' Gillig – Mileage 492,230*

Bus 426 – 2010 40' Gillig – Mileage 504,300

Bus 427 – 2010 40' Gillig – Mileage 500,457

***This bus will be eligible to be rebuilt once it reaches or exceeds 500,000 miles.**

EXHIBIT A

PART NO	QTY	DESCRIPTION	BUS	LOC.
3500205	27	BLOWER HOUSING	BB	12W
3500204	17	EVAPORATOR MOTOR	BB	12X
1700078	6	COOLING FAN	BB	12W
3330180	29	REAR BRAKE SHOE	RTS	3X
4246134	14	FRONT STEERING RELAY ROD	RTS	5W
4247090	29	RADIUS ROD BUSHING	RTS	5W
4200744	2	UPPER RADIUS ROD	RTS	5W
4247108	14	FRONT RADIUS ROD	RTS	5W
1803123	3	RADIUS ROD	RTS	5V
35001100	2	MUFFLER	BB	Y3C
3500111	6	EXHAUST PIPE ASSY.	BB	Y3C
3500109	4	REAR AXLE EXH. PIPE	BB	Y3C
3501742	4	EXHAUST TAIL PIPE	BB	Y3C
3501741	4	EXHAUST TURN DOWN	BB	Y3C
3500107	3	EXHAUST PIPE REAR	BB	Y3C
3500060	3	FEMALE SHAFT ASSY.	BB	Y3C
3500114	3	DRAG ROD ASSY.	BB	Y3C
3500062	3	SHAFT ASSY. COUP.	BB	Y3C
3500116	2	STEERING BOX	BB	Y3C
3500061	1	YOKE	BB	Y3C
4249345	18	LOWER CONTROL ARM SHAFT	RTS	5X
7453500	3	CAM SHAFT	RTS	7X
4246139	2	UPPER CONTROL ARM SHAFT	RTS	7X
7451618	4	BRAKE CAM SHAFT	AMG	7X
7451722	3	SUN GEAR	RTS	7W
7452009	1	OUTPUT SHAFT	RTS	7W
4200389	18	SUSPENSION BEARING	RTS	9B
4200388	43	LOWER CONTROL ARM	RTS	9B
4200387	30	SUSPENSION BUSHING	RTS	9C

4200128	19	KING PIN HOUSING	RTS	9C
9030541	6	MISC. FRONT END WASHER	RTS	9B
4200745	11	RADIUS ROD PLATE	RTS	9B
9200743	4	SUSPENSION	RTS	9B
6037953	11	RADIUS ROD BUSHING	200 BUS	9A
4200740	49	RADIUS ROD	RTS	9C
9037948	10	SWAY BAR BUSHING	RTS	9D
9246065	11	REAR SUSP. RADIUS ROD WASHER	RTS	9C
4246137	13	STABILIZER BUSHING	RTS	9E
3501402	6	STEERING KNUCKLE	BB	12S/T
3500115	2	PITTMAN ARM	BB	12S
3500099	4	TRANSMISSION SELECTOR	BB	12O
3500310	1	LEAF SPRING	BB	12P
3501401	2	STEERING KNUCKLE	BB	12N
3500023	4	YOKE ASSEMBLY	BB	12N
4249303	6	SUCTION VALVE	2008 RTS	06H
6035715	1	OIL COOLER	RTS	06H
4202013	1	WIPER BRACKET	RTS	04T
4202012	4	LEFT WIPER BRACKET	RTS	04T
9200189	17	WIPER BRACKET REFILL	RTS	04T
4240051	7	WIPER ARMS	RTS	04U
4246176	4	FRONT DOOR BRKT.	RTS	04U
6109011	4	FUEL TANK STRAP	AMG	04U
4246066	11	WIPER ARM ASSY.	RTS	04V
4246067	20	WIPER ARM ASSY.	RTS	04V
4240036	1	FRONT BRAKE SPIDER	RTS	03O
4240037	1	FRONT BRAKE SPIDER	RTS	03Q
4240034	1	FRONT BRAKE SPIDER	RTS	03Q
3331983	2	Brake Drum		W2E
4440024	24	Brake Drum	R503	W2D
3500032	4	Brake Drum	P330	W2D
3500021	18	Brake Drum	P326	W2D

1530008	4	Brake Drum	P1008 Optima	Y2K
1530012	4	Brake Drum	P1011 Optima	Y2K
1701034	10	Brake Drum		W2E
64015U	12	Brake Drum		W2E
656008	2	Brake Drum		W2G
52966147	11	Brake Drum		W2G
4240012	12	Brake Drum		W2G
4240013	12	Brake Drum		W2G
64048U	7	Brake Drum		W2G
Serial #N447819	1	Yale Walk Behind Forklift #MCW040LANS4CS072	Battery Type E Volts 24 Capacity 4000 lbs	

MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS

RESOLUTION NO. 18-17

RESOLUTION TO CONTINUE THE TRANSIT FASTPASS ASSISTANCE
PROGRAM

WHEREAS, The Memphis Area Transit Authority (MATA) Staff proposes to institute a Transit FastPass Assistance Program to provide transit passes at a reduced cost or no cost to assist non-profit community programs or other agencies and to improve customer service outreach and customer recovery; and

WHEREAS, MATA receives numerous requests throughout the organization for free or reduced transit pass fare assistance from various community programs most notably to assist homeless youth, veterans, at-risk youth, and to support notable community fundraisers; and

WHEREAS, The program will provide a structured and documented approach for community organizations to request and receive transit pass assistance; and

WHEREAS, The CEO shall have the authority to determine the appropriate discount and quantity of reduced-cost or no-cost passes.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That an annual Transit FastPass Assistance Program be authorized to support non-profit community organization requests or other agencies, and to improve customer service outreach to assist the Memphis community by providing access to vital community and educational services.

BE IT FURTHER RESOLVED That the Transit FastPass Assistance Program will be administered through the CEO or his designee.

BE IT FURTHER RESOLVED That the CEO has the authority to provide up to 5,000 no-cost transit passes effective MAY 1, 2018 through April 30, 2019 and provide an unlimited number of reduced cost passes based on the merits of the Transit FastPass Assistance Program and for the potential benefit to MATA.

MEMPHIS AREA TRANSIT AUTHORITY
Telephone: 901-722-7100 www.matatransit.com

Res. No. 18-17

Motion: **Made By: Tommy Pacello** **SECONDED: Ms. Williams**

YEA: **Sean Healy; Andre Gibson; John Vergos; Shelia Williams; Martin Lipinski; Tommy Pacello; Janice Holder; Roquita Williams**

NAY: **None**

Approved: **April 26, 2018**

Absent: **Kristen Bland**

MEMPHIS AREA TRANSIT AUTHORITY
Telephone: 901-722-7100 www.matatransit.com

MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS

RESOLUTION NO. 18-18

RESOLUTION TO AWARD A CONTRACT TO PRECISE CONCRETE WORKS, LLC
dba PRECISE CONTRACTING FOR THE SECTION 5310
CURB RAMP IMPROVEMENT PROJECT

WHEREAS, The Memphis Area Transit Authority (MATA) is a public agency responsible for providing public transportation services within the City of Memphis and surrounding communities and is the designated recipient of Section 5310 funds for seniors and individuals with disabilities; and

WHEREAS, This procurement is the result of a Request for Proposals issued by MATA soliciting projects to be funded under Section 5310 program as approved by the MATA Board of Commissioners in Resolution No. 17-08; and

WHEREAS, Bids were solicited from vendors for the Curb Ramp Improvement Project in accordance with MATA's Procurement Policies including formal advertisement; and

WHEREAS, Three responsive bids were received and evaluated by MATA's staff; and

WHEREAS, MATA's staff recommends that a contract be awarded to Precise Concrete Works, LLC dba Precise Contracting, who submitted the lowest responsive bid, in an amount of \$222,700; and

WHEREAS, MATA has Federal and State capital funds for this project with the City of Memphis providing the 10% local match; and

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That a contract be awarded to Precise Concrete Works, LLC dba Precise Contracting for the City of Memphis Curb Ramp Improvement Project in the amount of \$222,700 and a time of completion of 180 days from Notice to Proceed.

BE IT FURTHER RESOLVED That the Chief Executive Officer, Chief Administrative Officer, Chairman or Vice-Chairman be authorized to execute the necessary contract.

MEMPHIS AREA TRANSIT AUTHORITY
Telephone: 901-722-7100 www.matatransit.com

Res. No. 18-18

Motion: **Made By: Tommy Pacello** **SECONDED: John Vergos**

YEA: **Sean Healy; Andre Gibson; John Vergos; Shelia Williams; Martin Lipinski; Tommy Pacello; Janice Holder; Roquita Williams**

NAY: **None**

Approved: **April 26, 2018**

Absent: **Kristen Bland**



TO: MATA Board of Commissioners
FROM: Gary Rosenfeld, Chief Executive Officer
SUBJECT: Section 5310 - City of Memphis Curb Ramp Improvement Project
DATE: April 19, 2018

This memo provides a summary of the MATA portion of the City of Memphis Curb Ramp Improvement Project's purpose, funding and bid results.

The overall City of Memphis Curb Ramp Improvement Project is a public improvement project that includes the installation of curb ramps along various transit routes. The locations are specified by the City of Memphis as per the plans and specifications included in the Contract Documents.

This procurement was formally advertised and procured through a formal Invitation for Bid. Three responsive bids were received as follows:

A&B Construction	\$ 243,549.48
Precise Concrete	\$ 222,700.00
Wagner General Contractors	\$ 299,005.75

Precise Concrete Works, LLC dba Precise Contracting, submitted the lowest bid price of \$222,700.00 and included 100% DBE participation which exceeds MATA's DBE goal of 26% for this project. They have indicated that they can meet the period of performance of 180 days after Notice to Proceed. MATA has checked Precise Contracting's references, and they were found to be a responsible company. The City of Memphis has used them for several projects.

MATA's Staff recommends that a contract be awarded to Precise Concrete Works, LLC. dba Precise Contracting for the City of Memphis Curb Ramp Improvement Project in an amount of \$222,700.00.

**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 18-19

**RESOLUTION TO AWARD A CONTRACT UNDER THE SECTION 5310 PROGRAM
TO MID-SOUTH BUS CENTER FOR THE PURCHASE OF SEVEN SIDE-LOADING
AND THREE REAR-LOADING WHEELCHAIR - ACCESSIBLE VANS**

WHEREAS, The Memphis Area Transit Authority (MATA) is a public agency responsible for providing public transportation services within the City of Memphis and surrounding communities; and

WHEREAS, This procurement is the result of a Request for Proposals issued by MATA soliciting projects to be funded under the Section 5310 program as approved by the MATA Board of Commissioners in Resolution No. 17-08; and

WHEREAS, MATA solicited proposals from vendors for purchasing up to seven side-loading and three rear-loading wheelchair-accessible vans; and

WHEREAS, Proposals for the vans were solicited in accordance with MATA's Procurement Policies including formal advertisement; and

WHEREAS, One proposal was received and evaluated by the Evaluation Committee who recommends that a contract be awarded to Mid-South Bus Center for the purchase of seven side-loading wheelchair-accessible vans at a price of \$37,930 each for a total of \$265,510 and three rear-loading wheelchair-accessible vans at a price of \$37,070 each for a total of \$111,210 with a delivery time of 120 days from Notice to Proceed.

WHEREAS, MATA has capital 5310 funds available for the Federal (80%) and State (10%) shares; and

WHEREAS, Metro Advantage Cab and Mid-South Ambulatory Services will provide the 10% local share for their vans.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That a contract be awarded to Mid-South Bus Center for the purchase of seven new side-loading and three new rear-loading wheelchair-accessible vans at a price of \$376,720 and a delivery time of 120 days from Notice to Proceed.

BE IT FURTHER RESOLVED, That Metro Advantage Cab and Mid-South Ambulatory Services shall provide the 10% local share for their vans and enter into a lease with MATA for the vehicles in accordance with FTA policy.

BE IT FURHTER RESOLVED That the Chief Executive Officer, Chief Administrative Officer, Chairman or Vice-Chairman be authorized to execute the necessary contract.

Res. No. 18-19

Motion: **Made By: Shelia Williams** **SECONDED: Andre Gibson**

YEA: **Sean Healy; Andre Gibson; John Vergos; Shelia Williams; Martin Lipinski; Tommy Pacello; Janice Holder; Roquita Williams**

NAY: **None**

Approved: **April 26, 2018**

Absent: **Kristen Bland**



TO: The MATA Board of Commissioners

FROM: Gary Rosenfeld, Chief Executive Officer (CEO)

DATE: April 19, 2018

SUBJECT: RFP# 18-08
Purchase of Seven Side-Loading and Three Rear-Loading Wheelchair-Accessible Vans under the Section 5310 Program

MATA is the designated recipient of Section 5310 funds for the Tennessee portion of the Memphis Urbanized Area. These funds are to be used for Seniors and Individuals with Disabilities. In July 2016 MATA solicited proposals for 5310 projects, and in January 2017 the Board of Commissioners approved several projects under this funding program including the purchase of vehicles.

This procurement is for seven side-loading wheelchair-accessible vans for Metro Advantage Cab and three rear-loading wheelchair-accessible vans for Mid-South Ambulatory Services. Request for Proposals were mailed to 22 vendors for the purchase of these vans, and this procurement was formally advertised. A DBE goal was not assigned since transit vehicle manufacturers have to submit DBE goals directly to the Federal Transit Administration.

One responsive proposal was received (from Mid-South Bus Center).

The Evaluation Committee determined Mid-South Bus Center to be a responsive and responsible proposer. MATA has had good experience with this company and the vans that they provide. The price of the seven side-loading vans is \$37,930 each for a total of \$265,510, and the price of the three rear-loading vans is \$37,070 each for a total of \$111,210. These prices were determined to be fair and reasonable based upon previous procurements.

MATA has the Federal (80%) and State (10%) shares available in a 5310 grant. Metro Advantage Cab and Mid-South Ambulatory Services will provide the 10% local share for their vans.

Staff recommends a contract be awarded to Mid-South Bus Center for the purchase of seven side-loading and three rear-loading wheelchair-accessible vans at a total price of \$376,720 with a delivery time of 120 days from Notice to Proceed.